

BOARD OF SUPERVISORS

Brown County

305 E. WALNUT STREET

E-Mail: BrownCountyCountyBoard@co.brown.wi.us

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600



PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
JUNE 18 – 22, 2018**

MONDAY, JUNE 18, 2018

- | | | |
|----------|----------------------------------------------|------------------------------------------------------------|
| *3:00 pm | Solid Waste Board – <i>NOTE LOCATION</i> | Ashwaubenon Community Center
900 Anderson Drive |
| *3:30 pm | Housing Authority – <i>MEETING CANCELLED</i> | Room 301, City Hall
100 N. Jefferson Street |
| *3:30 pm | Professional Football Stadium District | MVP Box 4039, Lambeau Field Atrium
1265 Lombardi Avenue |

TUESDAY, JUNE 19, 2018

- | | | |
|----------|--------------------------------------------|-----------------------------------------------------|
| *3:30 pm | Children With Disabilities Education Board | Syble Hopp School
755 Scheuring Road |
| *4:30 pm | Veterans Recognition Subcommittee | Room 201, Northern Building
305 E. Walnut Street |

WEDNESDAY, JUNE 20, 2018

- | | | |
|----------|-----------------------------------|------------------------------------------------------------|
| *7:00 pm | Brown County Board of Supervisors | Legislative Room 203, City Hall
100 N. Jefferson Street |
|----------|-----------------------------------|------------------------------------------------------------|

THURSDAY, JUNE 21, 2018

- | | | |
|----------|---------------|------------------------------------|
| *5:15 pm | Library Board | Central Library
515 Pine Street |
|----------|---------------|------------------------------------|

FRIDAY, JUNE 22, 2018

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.



PORT & RESOURCE RECOVERY DEPARTMENT

2561 S. BROADWAY STREET
GREEN BAY, WI 54304

PHONE (920) 492-4950 FAX (920) 492-4957

DEAN R. HAEN
DIRECTOR

PUBLIC NOTICE
BROWN COUNTY SOLID WASTE BOARD
Monday, June 18th – 3:00 pm
Ashwaubenon Community Center
900 Anderson Drive, Ashwaubenon, WI 54304

Agenda:

1. Call to Order
2. Roll Call
3. Approval/Modification – Meeting Agenda – *Request for Approval*
4. Approval/Modification – April 19th, 2018 Meeting Minutes – *Request for Approval*
5. Announcements/Communications
6. HMR Back End Quick Doors - *Update*
7. HMR Collection Hours - *Update*
8. TS Compactor – *Update*
9. South Landfill Plan of Operation – *Update*
10. BOW Recycling Contracts – *Update*
11. BOW Planning Effort - *Update*
12. BOW Labor Services – *Update*
13. TS Second Scale and Credit Card Payment Options - *Update*
14. Director's Report
15. Such other Matters as Authorized by Law
16. Adjourn

Dean R. Haen
Director

Any person wishing to attend whom, because of disability requires special accommodation should contact the Brown County Port & Resource Recovery Department at 492-4950, two (2) working days before the meeting, so that arrangements can be made. Notice is hereby given that action by the Brown County Solid Waste Board may be taken on any of the items which are described or listed in this agenda.

CANCELLATION NOTICE

**BROWN COUNTY HOUSING AUTHORITY
Monday, June 18, 2018
City Hall, Room 310
3:30 p.m.**

**The Monday, June 18, 2018, meeting of the Brown County
Housing Authority has been cancelled.**

**GREEN BAY/BROWN COUNTY
PROFESSIONAL FOOTBALL STADIUM DISTRICT
AGENDA**

**MONDAY, JUNE 18, 2018
3:30 P.M.**

1265 LOMBARDI AVENUE - LAMBEAU FIELD
PARK AT AMERICAN FAMILY INSURANCE GATE
TAKE ESCALATORS TO FOURTH LEVEL – MVP BOX 4039

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve/Modify Agenda
5. Request for Approval of the Minutes – April 16, 2018
6. Succession Planning:
 - Sigma Management Agreement
 - Waive Staff Contract Notice Requirements (if agreement is approved)
7. Communications:
 - A. May 14, 2018 Letter to Mayor Schmitt RE: Shipyard Redevelopment
 - B. May 14, 2018 Letter to Mr. Caloia – Big Top Baseball RE: Shipyard Redevelopment
 - C. June 1, 2018 Letter from Mr. Caloia RE: Shipyard Redevelopment Inquiry Response
 - D. June 12, 2018 Email from City of Green Bay RE: Request to Amend Grant Award Agreement for Shipyard Redevelopment (No Action to be Taken except to Receive and Place on File)
 - E. June 13, 2018 Email to City of Green Bay RE: Shipyard Grant Request
 - F. May 21, 2018 Packers Announce Partnership with Kwik Trip
 - G. June 13, 2018 Email from Aaron Popkey RE: Payments to City
 - H. Late Communications (if any)
8. Special Events & Economic Development Fund Update:
 - A. Detail of Special Events and Economic Development Fund
 - B. Recurring Events
 - C. Bay Beach Study Update
 - D. Request for Funds:
 - CVB:
 - * Experience Greater Green Bay Visitor Center
 - * WIAA 2019 - 2025
 - Village of Ashwaubenon:
 - * Stadium and Entertainment Venue

Any person wishing to attend who, because of a disability, requires special accommodations should contact Diane Roskom at (920) 965-6997 so arrangements can be made.

**GREEN BAY/BROWN COUNTY
PROFESSIONAL FOOTBALL STADIUM DISTRICT
AGENDA**

**MONDAY, JUNE 18, 2018
3:30 P.M.**

**1265 LOMBARDI AVENUE - LAMBEAU FIELD
PARK AT AMERICAN FAMILY INSURANCE GATE
TAKE ESCALATORS TO FOURTH LEVEL – MVP BOX 4039**

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- E. At the option of the Board, convene into closed session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for purposes of deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session; to-wit, negotiation strategy regarding possible support of the above requests through District Special Events and Economic Development Fund.
- F. Post Event Reports:
 - Living Proof Live: Beth Moore 2018
 - WAMO State Dart Tournament
- 9. April and May 2018 Financial Reports
- 10. Director's Report
- 11. Other Matters Authorized by Law
- 12. Motion to Adjourn

Any person wishing to attend who, because of a disability, requires special accommodations should contact Diane Roskom at (920) 965-6997 so arrangements can be made.

Pursuant to Section 19.84, notice is hereby given to the public:

BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD
Tuesday, June 19, 2018 – 3:30 PM
Syble Hopp School

1. Action Item: Call to Order
2. Open Forum
3. Action Item: Approval of May 8, 2018 Minutes
RECOMMENDED MOTION: That the minutes from the May 8, 2018 Board meeting be approved.
4. Action Item: Approval of Agenda
RECOMMENDED MOTION: That the agenda for today's meeting be approved.
5. Action Item: Donations
RECOMMENDED MOTION: That this month's donations be approved.
6. Action Item: Payment of Bills
RECOMMENDED MOTION: That the payment of the bills be approved.
7. Action Item: Financial Report
RECOMMENDED MOTION: That the financial report be accepted.
8. Action Item: 2018-19 BCCDEB Meeting Schedule
RECOMMENDED MOTION: That the Board meeting schedule for 2018-19 be approved.
9. Action Item: Addition to Sensory Courtyard
RECOMMENDED MOTION: That the Board approve the purchase and installation of a wheelchair swing for both the inside (\$7495) and outside (\$6995) sensory areas.
10. Discussion Item: Administrator's Report
11. Discussion Item: Parent Organization Report
12. Executive Session: The Board will move to executive session as allowed by Wisconsin Statute stats 19.85 (1)(c)(e) pursuant to employment and compensation.
13. Action Item: Instructional Aide Resignation
RECOMMENDED MOTION: That the Board approve the resignation of Logan Pourchot, Instructional Aide, effective June 19, 2018.
14. Action Item: Teacher Resignation
RECOMMENDED MOTION: That the Board approve the resignation of Christine Giese, Integrated Teacher in the Wrightstown School District, effective August 2, 2018.
15. Action Item: Hiring
RECOMMENDED MOTION: That the Board approve the hiring of Kiara Nelson as a BCCDEB teacher (with a 2018-19 placement at Syble Hopp School).
16. Action Item: Hiring
RECOMMENDED MOTION: That the Board approve the hiring of Emily Stonelake as a BCCDEB teacher (with 2018-19 placement at Syble Hopp School).
17. Action Item: Retirement
RECOMMENDED MOTION: That the Board accept the retirement of Sara Jo Kristan Cleereman, effective August 27, 2018.
18. Action Item: Adjournment
RECOMMENDED MOTION: That the June 19, 2018 Brown County Children with Disabilities Board meeting be adjourned.

"Any person wishing to attend who, because of disability requires special accommodation, should contact Syble Hopp School at 336-5754 by 3:00 p.m. on Monday, June 18, 2017 so arrangements can be made."

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET

P. O. BOX 23600

GREEN BAY, WISCONSIN 54305-3600

PHONE: (920) 448-4015 FAX: (920) 448-6221

E-mail: BC_County_Board@co.brown.wi.us.

PATRICK W. MOYNIHAN JR., CHAIR

THOMAS J. LUND, VICE CHAIR

PUBLIC NOTICE OF MEETING

Pursuant to Section 19.85 and 59.094, Wis. Stats., notice is hereby given to the public that the regular meeting of the **BROWN COUNTY BOARD OF SUPERVISORS** will be held on Wednesday, June 20, 2018 at 7:00 p.m., in the Legislative Room 203, 100 North Jefferson St., Green Bay, Wisconsin.

NOTICE IS HEREBY GIVEN THAT THE COUNTY BOARD MAY TAKE ACTION ON
ANY ITEM ON THE AGENDA

**** Presentation ****

Commendation to William Kocken

The following matters will be considered:

Call to Order.

Invocation.

Pledge of Allegiance to the Flag.

Opening Roll Call.

1. **Adoption of Agenda.**
2. **Comments from the Public:**
 - a. State name and address for the record.
 - b. Comments will be limited to five minutes.
 - c. The Board's role is to listen to public comments, and not to ask questions, discuss nor take action regarding public comments.
3. **Adoption of Minutes of May 16, 2018.**
4. **Announcements by Supervisors.**
5. **Presentation of Communications for Consideration:**
 - a. Late Communications.
6. **Appointments by County Board Chair and County Executive:**
 - a. Confirmation of Marty Piette as Director of Green Bay Austin Straubel International Airport.
 - b. Appointment of Megan Borchardt to Aging & Disability Resource Center Board of Directors.

- c. Appointment of Kristen Lukens, Reappointment of Jeff Mitchell and Appointment of Alex Tran as County Liaison to the Children with Disabilities Education Board.
 - d. Appointment of Alex Tran to Human Services Board.
 - e. Appointment of Kathy Lefebvre to Nicolet Federated Library Board.
 - f. Appointment of Aaron Linssen to Planning Commission.
 - g. Reappointment Margaret Jensen, Reappointment of Robert Cowles and Reappointment of Chuck Lamine to the Professional Football Stadium District Board.
7. Reports of the:
- a. County Board Chair.
 - b. County Board Executive.
8. Other Reports: (None)
9. Standing Committee Reports:

a) REPORT OF ADMINISTRATION COMMITTEE OF JUNE 6, 2018:

- 1. Review minutes of:
 - a. Housing Authority (April 23, 2018). Receive and place on file.
- 2. Communication from Supervisor Linssen re: To require all standing committees to record meetings on video for County records. To direct staff to draft a resolution to have County Board staff maintain the audio recording for 12 months.
- 3. Communication from Supervisor Schadewald re: I make the following request that the Administration Committee reconstitute the Master Facilities Sub-Committee. Receive and place on file.
- 4. Budget Adjustment Request (18-72): Reallocation between two or more departments, regardless of amount. To approve.
- 5. County Clerk - Budget Status Financial Report for April 2018 – Unaudited. Receive and place on file.
- 6. Child Support - Budget Status Financial Report for April 2018 – Unaudited. Receive and place on file.
- 7. Child Support - Departmental Openings Summary. Receive and place on file.
- 8. Child Support - Director Summary. Receive and place on file.
- 9. Technology Services - Budget Status Financial Report for April 2018. Receive and place on file.
- 10. Technology Services Monthly Report.
 - i. To direct TS Director to bring forth the proposal to update the website.
 - ii. To direct TS Director to bring back the proposal for closed captioning for full County Board with the option of also doing committee meetings as he finishes them.
 - iii. To start research on the 5G, report back and then they will look at fiber optic.
 - iv. Receive and place on file.
- 11. HR - Budget Status Financial Report for April 2018. Receive and place on file.
- 12. Human Resource's Report.
 - a. Turnover Report for April 2018.
 - b. Dept. Vacancies Report as of May 23, 2018.
 - c. Health & Dental Reports from M3 (April 2018).
 - d. Turnover report with BLS Statistics.
 - i. To suspend the rules to take Items 12a-d.
 - ii. To approve Items 12a-d.
- 13. HR - Director's Report. Receive and place on file.
- 14. Corp Counsel - Budget Status Financial Report for April 2018 - Unaudited. Receive and place on file.
- 15. Corp Counsel - Oral Corporation Counsel Report. Receive and place on file.
- 16. Dept. of Admin - Budget Status Financial Report for April 2018 – Unaudited. Receive and place on file.

17. Dept. of Admin - Budget Adjustment Log. Receive and place on file.
18. Dept. of Admin - Director's Report. Receive and place on file.
19. Treasurer - Review of Budget Performance Report for January – April 2018. Receive and place on file.
20. Treasurer - Discussion and possible action re: request from previous owners, Thomas and Pamela Hoffmann, to grant "Preference to Former Owner" per Brown County Code Section 3.06(5)(c) regarding the sale of Parcel Number VA-574-12, taken through the In Rem process, with physical address of 1119 Cormier Road, Green Bay, WI 54304. To approve to sell preference to seller.
21. Treasurer - CLOSED SESSION:
 - a. Open Session: Motion and Recorded Vote pursuant to Wis. Stats. Sec. 19.85(1), regarding going into closed session pursuant to Wis. Stats. Sec. 19.85(1)(e), i.e. deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, in particular, deliberating options regarding the sale of tax deed parcels, in particular regarding the potential sale of Brown County owned Parcel 7-240 at 1001-1005 Day St. in the City of Green Bay.
 - b. Convene into Closed Session: Pursuant to Wis. Stats. Sec. 19.85(1)(g), the Brown County Board of Supervisors Administrative Committee shall convene into closed session for purposes of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, as competitive or bargaining reasons require a closed session here for deliberating options regarding the sale of tax deed parcels, in particular regarding the potential sale of Brown County owned Parcel 7-240 at 1001-1005 Day St. in the City of Green Bay. Enter into closed session.
 - c. Reconvene into Open Session: The Brown County Board of Supervisors Administrative Committee shall reconvene into open session for possible voting and/or other action regarding the sale of tax deed parcels, in particular regarding the potential sale of Brown County owned Parcel 7-240 at 1001-1005 Day St. in the City of Green Bay.
 - i. Return to regular order of business.
 - ii. To sell parcels to City under Statute 75.35(f).
22. Audit of bills. To acknowledge receipt of the bills.

ai) REPORT OF SPECIAL JOINT ADMINISTRATION COMMITTEE AND EXECUTIVE COMMITTEE OF JUNE 14, 2018:

1. Discussion and possible action regarding the Resolution Supporting the Redevelopment of the Fox River Papermaking Corridor. Exec Cmte Motion: To approve the resolution; Admin Cmte Motion: To approve the resolution. See Resolutions & Ordinances.

b) REPORT OF EDUCATION AND RECREATION COMMITTEE OF MAY 31, 2018:

1. Review Minutes of:
 - a. Neville Public Museum Governing Board (May 14, 2018). Receive and place on file.
2. Communication from Supervisor Nicholson re: Explore alternative use for the Arena Complex that will generate the best tax base for the County. Receive and place on file.
3. NEW Zoo - Budget Status Financial Report for April 2018 – Unaudited. Receive and place on file.
4. NEW Zoo Director's Report and Zoo Monthly Activity Reports. Receive and place on file.
5. NEW Zoo - Request for Approval – Request from N.E.W. Zoological Society, Inc. for the contract fee and admission fee to be waived for the Feast with the Beasts event on Monday, August 6, 2018. To approve.
6. Parks Dept. - Budget Status Financial Report for April 2018 – Unaudited. Receive and place on file.
7. Parks Dept. - April 2018 Field Staff Reports. Receive and place on file.

8. Parks Dept. - Discussion and Requested Approval for Dogs in Park Policy and Possible Expanding Dogs in Parks Policy. To approve dogs at all parks with specific stipulations and limitations at certain parks.
9. Parks Dept. - Discussion re: Fairgrounds Strategic and Master Plan. *No action taken.*
10. Parks Dept. - Discussion and Possible Action re: Use of up to \$15,000 in 2018 Budgeted Outlay for Fairgrounds Building Maintenance to extend lifespan for 5 years with a match from the Fair Association.
 - i. To delete "for five years" when this Item is brought back.
 - ii. To send back to staff to work with Purchasing and bring back at a special Ed & Rec meeting prior to the next County Board meeting.
11. Parks Dept. - Assistant Director's Report. Receive and place on file.
12. Golf Course - Budget Status Financial Report for March 2018 – Unaudited. Receive and place on file.
13. Golf Course - Budget Status Financial Report for April 2018 – Unaudited. Receive and place on file.
14. Golf Course - Superintendent's Report. Receive and place on file.
15. Museum - Budget Status Financial Report for March 2018 - Unaudited. Receive and place on file.
16. Museum - Budget Status Financial Report for April 2018 - Unaudited. Receive and place on file.
17. Museum - 5-31-18 Director's Report. Receive and place on file.
18. Museum - Fox Cities Magazine May 2018 "Brown County Bicentennial" (for information only). *No action taken.*
19. Museum - Gallery Renovation Schedule (for information only). *No action taken.*
20. Library Report/Director's Report. Receive and place on file.
21. Audit of bills. To pay the bills.

c) EXECUTIVE COMMITTEE OF JUNE 11, 2018:

1. Review Minutes of: None.
2. Legal Bills - Review and Possible Action on Legal Bills to be paid. To pay.
3. Communication from Supervisor Linssen re: To require all standing committees to meet between 5:00 PM and 7:30 PM on Monday through Thursday. To refer to Corporation Counsel to draft a resolution requiring all regular standing committee meetings to begin no earlier than 5:00 pm or later than 7:30 pm Monday through Thursday beginning with the next term of the County Board and bring back next month.
4. Communication from Supervisor Linssen re: To review downtown parking for County employees, such as purchasing property or providing vouchers when employee offices are located in certain areas. To hold until the next regularly scheduled Executive Committee meeting.
5. Communication from Supervisor Linssen re: To amend Chapter 2.13 (3)(2) by striking the word "Invocation" and replacing it with "Moment of Reflection." To receive and place on file.
6. Communication from Supervisor Patrick Moynihan, Jr. re: For your consideration and ultimately the full County Board, I would like Corporation Counsel to present a more defined policy in regard to county board compensation regarding mileage reimbursement for attending Brown County meetings. Chapter 3 speaks of county business related travel, but does not define county related meetings as does various segments of State Stats. Sec. 59. To refer to Corporation Counsel to create a resolution to bring back to the next regular scheduled meeting.
7. An Ordinance to Create Subsection 3.01(5) (Responsible Bidder Criteria) of Chapter 3 of the Brown County Code of Ordinances. *See 7a.*
 - a. *Alternate Version* An Ordinance to Create Subsection 3.01(5) (Responsible Bidder Criteria) of Chapter 3 of the Brown County Code of Ordinances. To approve alternate version as presented. See Resolutions & Ordinances.
8. An Ordinance to Amend Section 4.66 (Vacation) by adding Subsection 4.66(6) to Chapter 4 of the Brown County Code of Ordinances.
 - i. To add "not to exceed 200 hours" following the word above in (6).
 - ii. To approve as amended. See Resolutions & Ordinances.

9. Resolution regarding Reclassification of a Social Worker/Case Manager position and deletion of a .4 FTE Clinical Social Worker position in the Health and Human Services – Community Treatment Center Table of Organization. To approve. See Resolutions & Ordinances.
10. Resolution re: Reclassification of a Medical Transcriptionist position in the Health and Human Services – Community Treatment Center Table of Organization. To approve. See Resolutions & Ordinances.
11. Internal Auditor - Board of Supervisors Budget Status Reports (Unaudited) – April 2018. Receive and place on file.
12. Internal Auditor - Status Update: May 1 – May 31, 2018. Receive and place on file.
13. Corporation Counsel - Discussion and Action regarding the Expo Center Project MOU between the Village of Ashwaubenon and the County of Brown (an Up or Down Vote without modification is requested here if the County Board is willing, but it is not required - the Village of Ashwaubenon needs to pass an MOU *identical* to what Brown County passes, and the Village currently has the *exact same* MOU going through their Committee(s) and Village Board). To approve MOU as presented.
14. Corporation Counsel's Report. Receive and place on file.
15. Human Resources Director's Report. Receive and place on file.
16. Dept. of Admin - Director of Administration's Report. *No report; no action taken.*
17. County Executive's Report. *No report; no action taken.*

d) REPORT OF HUMAN SERVICES COMMITTEE OF MAY 30, 2018:

1. Review Minutes of:
 - a. Aging & Disability Resource Center (March 22, 2018).
 - b. Board of Health (March 13, 2018).
 - c. Criminal Justice Coordinating Board (March 8, 2018).
 - d. Mental Health Treatment Committee (March 21, 2018).
 - e. Veterans' Recognition Subcommittee (April 17, 2018).
 - i. Suspend the rules to take Items 1a-e together.
 - ii. To approve Items 1a-e.
2. Communication from Supervisor Schadewald re: I request the Human Services Committee and the Administration Committee to examine proposals to find ways to attract and keep the local resident in psychiatry to stay and work in Brown County. To hold for 90 days.
3. Communication from Supervisor Hoyer re: Re-establish the Homeless Issues and Affordable Housing Sub Committee which reports to Human Services. To hold for 30 days.
4. Communication from Supervisor Brusky re: I request that the Brown County Health Department provide periodic updates on the wind turbine situation in Brown County and the State of Wisconsin. To support having an update quarterly from the Public Health Officer.
5. Wind Turbine Update - Receive new information – Standing Item. Receive and place on file.
6. Syble Hopp - Resolution Approving Tentative Levy for Syble Hopp School (Children with Disabilities Education Board) Budget for Fiscal Year July 1, 2018 to June 30, 2019. To approve. See Resolutions & Ordinances.
7. Health & Human Svcs Dept. - Budget Adjustment Request (18-67): Any increase in expenses with an offsetting increase in revenue. To approve.
8. Health & Human Svcs Dept. - Resolution regarding Reclassification of a Medical Transcriptionist Position in the Health and Human Services – Community Treatment Center Table of Organization. To approve. See Resolutions & Ordinances.
9. Health & Human Svcs Dept. - Resolution regarding Reclassification of a Social Worker/Case Manager Position and Deletion of a .4 FTE Clinical Social Worker Position in the Health and Human Services – Community Treatment Center Table of Organization. To approve. See Resolutions & Ordinances.
10. Health & Human Svcs Dept. - Formally identify members of the Mental Health Ad Hoc Committee. To rename all of the members that had been serving on it with the addition of Cheryl Weber and have that subcommittee report to the Human Services Committee.
11. Health & Human Svcs Dept. - Executive Director's Report. Receive and place on file.

12. Health & Human Srvc Dept. - Communications Update – Regarding possible partnership with Brown County School District for access to Brown County’s mental health programs, services and counselors. To direct staff to engage with the school districts to determine whether there will be a potential partnership and if so what would the cost be for providing the service.
13. Health & Human Srvc Dept. - Financial Report for Community Treatment Center and Community Services. Receive and place on file.
14. Health & Human Srvc Dept. - Statistical Reports.
 - a. Monthly CTC Data.
 - i. Bay Haven Crisis Diversion.
 - ii. Nicolet Psychiatric Hospital.
 - iii. CTC Double Shifts.
 - b. Child Protection – Child Abuse/Neglect Report.
 - c. Monthly Contract Update.
 - i. To take Items 14a, 14ai, 14aii, 14aiii, 14b and 14c together.
 - ii. To approve Items 14a, 14ai, 14aii, 14aiii, 14b and 14c together.
15. Health & Human Srvc Dept. - Request for New Non-Continuous and Contract Providers and New Provider Contract. To approve
16. Health & Human Srvc Dept. – Audit of bills. To acknowledge receipt of bills.

e) REPORT OF PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF JUNE 4, 2018:

1. Review Minutes of:
 - a. Harbor Commission (April 4, 2018). Receive and place on file.
2. Communication from Supervisor Hoyer re: Discussion and possible action to incorporate renewable energy technologies into the planning and construction of new facilities built using the sales tax money. Receive and place on file.
3. Communication from Supervisor Van Dyck re: Request that Public Works report on why, after spending \$1,7 million on repairs and restoration, the courthouse dome appears to be rapidly deteriorating to its pre-restoration appearance. To refer to staff and bring back a report when received.
4. Planning Commission - Budget Status Financial Reports for March & April 2018.
5. Property Listing - Budget Status Financial Reports for March & April 2018.
6. Zoning - Budget Status Financial Reports for March & April 2018.
 - i. To suspend the rules and take Items 4, 5 & 6 together
 - ii. Receive and place on file Items 4, 5 & 6.
7. UW-Extension - Budget Status Financial Report for March & April 2018 – Unaudited. Receive and place on file.
8. UW-Extension - Director’s Report. Receive and place on file.
9. Register of Deeds - Budget Status Financial Report for April 2018 – Unaudited. Receive and place on file.
10. Port & Resource Recovery - Second Amendment to Option and Ground Lease Agreement – Request for Approval. To approve.
11. Port & Resource Recovery - Director’s Report. Receive and place on file.
12. Airport - Budget Status Financial Report for April 2018 – Unaudited. Receive and place on file.
13. Airport - Open Positions Report. Receive and place on file.
14. Airport - 12-Hour Shift Report. Receive and place on file.
15. Airport - Director’s Report. Receive and place on file.
16. Public Works - Summary of Operations. Receive and place on file.
17. Public Works - Director’s Report. Receive and place on file.
 - a. Speed Limit Policy. Receive and place on file.
 - b. Tree Trimming Policy. To refer to staff and bring back in July.
 - c. Renewable Energy. *Item discussed under Item 2.*
 - d. Courthouse Dome. *Item discussed under Item 3.*
18. Acknowledging the bills. To acknowledge receipt of the bills.

ei) REPORT OF LAND CONSERVATION SUBCOMMITTEE COMMITTEE OF JUNE 4, 2018:

1. Open Positions Report. Receive and place on file.
2. Budget Status Report Unaudited April 2018. To approve.
3. Directors Report:
 - a. Complaint update as of 5/24/18.
 - b. Sunset on the Farm Invite.
 - c. \$.50 Acre Fee for State Agricultural Nonpoint Performance Standards. Receive and place on file Item 3a, b & c.

f) REPORT OF PUBLIC SAFETY COMMITTEE OF JUNE 6, 2018:

1. Review Minutes of:
 - a. Local Emergency Planning Committee – LEPC (March 13, 2018 & May 8, 2018). Receive and place on file.
2. Clerk of Courts - Director's Report. Receive and place on file.
3. Emergency Mgmt. - Budget Status Financial Reports for March & April 2018– Unaudited. Receive and place on file.
4. Emergency Mgmt. - Budget Adjustment Request (18-71): Any increase in expenses with an offsetting increase in revenue. To approve.
5. Emergency Mgmt. - Director's Report. Receive and place on file.
6. Public Safety Communications - Budget Status Financial Reports for March & April 2018 – Unaudited. Receive and place on file.
7. Public Safety Communications - Director's Report. Receive and place on file.
8. Medical Examiner - Budget Status Financial Report for April 2018 – Unaudited. Receive and place on file.
9. Medical Examiner - Budget Adjustment Request (18-72): Reallocation between two or more departments, regardless of amount. To approve.
10. 2018 Medical Examiner Activity Spreadsheet. Receive and place on file.
11. Medical Examiner's Report. Receive and place on file.
12. Sheriff - Budget Status Financial Report for April 2018 - Unaudited. Receive and place on file.
13. Sheriff - Update on Jail Addition – *Standing item. No action taken.*
14. Sheriff's Report. Receive and place on file.
15. Communication from Supervisor Buckley re: Ask the Sheriff's Department as the lead agency in Brown County to host a meeting between law enforcement and school districts in Brown County to evaluate school security. To hold until the next meeting.
16. Public Works - Request for Proposal (RFP): Brown County Architectural/Engineering Services for Brown County Public Works (Jail Expansion & Medical Examiner's Office), Project #2236 – Request for Approval.
 - i. To send back to staff and have it brought back with ability for Supervisors to be able to vote on two RFPs. Motion failed.
 - ii. To approve RFP as presented; no second no vote taken.
 - iii. To approve the RFP as presented and direct staff to prepare two separate RFPs for consideration at the County Board meeting.
17. Audit of bills. To acknowledge receipt of the bills.

10. RESOLUTIONS & ORDINANCES:

Budget Adjustments Requiring County Board Approval

- a. Resolution Approving Budget Adjustments to Various Department Budgets.

Special Joint Administration Committee and Executive Committee

- b. Resolution Supporting the Redevelopment of the Fox River Papermaking Corridor. Motion at Admin: To approve; Motion at Exec: To approve.

Executive Committee

- c. An Ordinance to Create Subsection 3.01(5) (Responsible Bidder Criteria) of Chapter 3 of the Brown County Code of Ordinances. *See 10ca.*
a. *Alternate Version* An Ordinance to Create Subsection 3.01(5) (Responsible Bidder Criteria) of Chapter 3 of the Brown County Code of Ordinances. To approve alternate version as presented.
d. An Ordinance to Amend Section 4.66 (Vacation) by adding Subsection 4.66(6) to Chapter 4 of the Brown County Code of Ordinances. To add "not to exceed 200 hours" following the word above in (6); To approve as amended.

Executive Committee and Human Services Committee

- e. Resolution regarding Reclassification of a Social Worker/Case Manager position and deletion of a .4 FTE Clinical Social Worker position in the Health and Human Services – Community Treatment Center Table of Organization. Motion at Human Srv: To approve; Motion at Exec: To approve.
f. Resolution re: Reclassification of a Medical Transcriptionist position in the Health and Human Services – Community Treatment Center Table of Organization. Motion at Human Srv: To approve; Motion at Exec: To approve.

Human Services Committee

- g. Resolution Approving Tentative Levy for Syble Hopp School (Children with Disabilities Education Board) Budget for Fiscal Year July 1, 2018 to June 30, 2019. To approve.

11. **Closed Session:** (None)
12. Such other matters as authorized by law.
13. Bills over \$5,000 for period ending May 31, 2018.
14. Closing Roll Call.
15. **Adjournment to Wednesday, July 18, 2018 at 7:00 p.m., Legislative Room 203, 100 N. Jefferson Street, Green Bay, Wisconsin.**

Submitted by:



Patrick W. Moynihan, Jr.
Board Chairman

Notice is hereby given that action by the County Board of Supervisors may be taken on any of the items which are described or listed in this agenda. The County Board of Supervisors may go into **Closed Session:** Pursuant to Wis. Stats. § 19.85(1)(e) to deliberate or negotiate the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

VETERANS RECOGNITION SUBCOMMITTEE

Bernie Erickson, Chair
Ed Koslowski, Vice Chair
Joan Brusky, Louise Dahlke,
Jim Haskins, Kerry Metoxen,
Duane Pierce

VETERANS' RECOGNITION SUBCOMMITTEE

Tuesday, June 19, 2018

4:30 pm

Room 201, Northern Building

305 E. Walnut Street

Green Bay, WI

NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEMS LISTED ON THE AGENDA

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve/Modify Minutes of May 15, 2018.
4. Update re: Honor Rewards Program.
5. Discussion re: 2018 Veterans' Appreciation Day at the Brown County Fair.
 - a. Distribution of posters and tickets.
6. Discussion re: Possibility of holding a Veterans' Fair midway through the year.
7. Discussion re: Future plans for transitional housing for veterans.
8. Report from CVSO Jerry Polus.
9. Report from Committee Members Present (Erickson, Brusky, Dahlke, Haskins, Koslowski, Metoxen, Pierce).
10. Such Other Matters as Authorized by Law.
11. Adjourn.

Bernie Erickson, Chair

Notice is hereby given that action by Committee may be taken on any of the items which are described or listed in this agenda. Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.



BROWN COUNTY LIBRARY

515 PINE STREET
GREEN BAY, WISCONSIN 54301-5194

PHONE (920) 448-4400

JOHN VAN DYCK

PRESIDENT, LIBRARY BOARD OF TRUSTEES

www.browncountylibrary.org

BROWN COUNTY LIBRARY BOARD

Central Library

515 Pine Street, Green Bay, WI 54301

Thursday, June 21, 2018

5:15 p.m.

AGENDA

1. Call to Order
2. Approve/Modify Agenda and April and May Minutes
3. Communications and Open Forum for the Public
4. Library Business
5. Facilities
 - a. Discussion and Possible Action Regarding the East Branch Potential Partnership
 - b. Update on Pulaski Partnership with Gorman Company
 - c. Update on County Executive's RFI for Central Library Co-location
 - d. Discussion and Possible Action Regarding Denmark High School Construction Project and Access to the Denmark Branch Library
6. **Open Session:** Discussion and Possible Motion to Convene in Closed Session
7. **Closed session** pursuant to Wis. Stat. § 19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified business, whenever competitive or bargaining reasons require a closed session - East Branch.
8. **Reconvene in Open Session:** Approve any action that may have been recommended in Closed Session
9. Financial Manager's Report
 - a. Approve Financial and Donation Report
 - b. Report on Out-of-County Borrowing and Payment
 - c. Update on Budget Timeline
10. Discussion and Recommendation on Direction of 2019 Operational Budget
11. Discussion and Possible Action on Revising Performance Rankings and Adding a 5th Ranking

12. **Open Session:** Discussion and Possible Motion to Convene in Closed Session
13. **Closed session** pursuant to Wis. Stat. § 19.85(1)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – compensation adjustment.
14. **Reconvene in Open Session:** Approve any action that may have been recommended in Closed Session
15. Update on Search for Executive Director
16. President's Report
17. Library Report
18. Old Business
19. Such Other Matters as are Authorized by Law
20. Adjournment

Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made.

Notice is hereby given that action by the Library Board may be taken on any of the items, which are described or listed in this agenda.

John Van Dyck
Library Board President



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
3	4 Land Con 6 pm PD&T 6:15 pm	5	6 Public Safety Cmte 4:00 pm @ Jail Admin Cmte 6:30 pm	7	8	9
10	11 Executive Cmte 5:30pm	12	13	14 Joint Admin & Executive Cmte 5:30 pm Museum	15	16
17 HAPPY FATHERS DAY	18	19 Veterans Recognition Subcmte 4:30 pm	20 Mental Health AdHoc 12 pm Board of Supervisors 7:00 pm	21	22	23
24	25 Land Con 6:00pm PD&T 6:15pm	26	27 Joint Public Safety & Human Services 5:30 pm Human Services Cmte 6:00 pm	28 Ed & Rec Cmte 5:30 pm Pamperin Park	29	30

BROWN COUNTY COMMITTEE MINUTES

- Brown County Planning Commission Board of Directors (April 4, 2018)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

Minutes
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, April 4, 2018
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	<u>X</u>	Phil Hilgenberg	<u>X</u>	Ray Tauscher	<u>X</u>
Brian Brock	<u>X</u>	Jacob Immel	<u>Exc</u>	Norbert Van De Hei	<u>X</u>
William Clancy	<u>X</u>	Kathleen Janssen	<u>X</u>	Jason Ward	<u>X</u>
Norbert Dantine, Jr.	<u>X</u>	Dotty Juengst	<u>Exc</u>	Dave Wiese	<u>X</u>
Bernie Erickson	<u>X</u>	Dave Kaster	<u>X</u>	Matthew Woicek	<u>Exc</u>
Kim Flom	<u>X</u>	Patty Kiewiz	<u>Exc</u>	Reed Woodward	<u>X</u>
Steve Grenier	<u>Exc</u>	Michael Malcheski	<u>X</u>		
Mark Handeland	<u>Exc</u>	Gary Pahl	<u>X</u>		
Matthew Harris	<u>X</u>	Terry Schaeuble	<u>Exc</u>	Br. Co. Board–DePere (Vacant)	
Frederick Heitl	<u>X</u>	Melissa Tanke	<u>X</u>	City of Green Bay (Vacant)	

OTHERS PRESENT: Peter Schleinz attending as City of DePere representative for Kim Flom, Chuck Lamine, Cole Runge, Devin Yoder, & Kathy Meyer

1. Approval of the minutes of the February 7, 2018 regular meeting of the Brown County Planning Commission Board of Directors.

A motion was made by G. Pahl and seconded by B. Clancy to approve the minutes of the February 7, 2018 regular meeting of the Brown County Planning Commission Board of Directors. Motion carried.

2. Receive and place on file the draft minutes of the March 5, 2018 meeting of the Brown County Planning Commission (BCPC) Transportation Subcommittee.

A motion was made by G. Pahl and seconded by F. Heitl to receive and place on file the draft minutes of the March 5, 2018 meeting of the Brown County Planning Commission (BCPC) Transportation Subcommittee. Motion carried.

3. Receive and place on file the draft minutes of the March 12, 2018 meeting of the Brown County Transportation Coordinating Committee (TCC).

A motion was made by D. Kaster and seconded by B. Erickson to receive and place on file the draft minutes of the March 12, 2018 meeting of the Brown County Transportation Coordinating Committee (TCC). Motion carried.

4. Discussion and action regarding the Brown County Planning Commission Transportation Subcommittee recommendation regarding Transportation Alternatives Program (TAP) applications.

L. Conard presented the Transportation Alternatives Program (TAP) applications and process via PowerPoint. L. Conard provided an overview of the TAP program at the December 2017 Planning Commission meeting.

- Federal Program managed by the WisDOT
- Provides funding for pedestrians and bicyclists facilities, Safe Routes to School activities
- Federal funds are capped at 80% of the cost
- A local match of 20% is required
- BCPC Board of Directors (MPO Policy Board) approved projects

L. Conard stated that the available funding is \$996,616 (previous estimate was \$725,864).

L. Conard reviewed how the DOT manages the program.

- Five year program
- Four years of programming
- Two year award cycle

L. Conard stated three project applications were received and summarized the three projects.

1. Village of Allouez – Doty School Safe Routes to School (SRTS) Project.
Construct sidewalks and crosswalks east of Doty School on Longview Ave and East River Dr.
 - High number of transportation trips.
 - WisDOT determined that the project is eligible.
 - No right-of-way needed.
 - Consistent with Allouez SRTS projects.
2. Village of Howard – Velp Avenue Trail – Phase 1
Construct a 1.25 mile shared use path mostly parallel to Velp Ave connecting Village Hall to the Mountain Bay Trail.
 - More recreation trips than transportation trips.
 - WisDOT determined that the project's eligibility is questionable based on the need to acquire right-of-way from two different owners. Village has worked with the property owners and have been assured the property owners will sell to the Village.
 - Similar trail included in Village's Comprehensive Plan.
3. Village of Ashwaubenon – W Main Avenue Trail – Final Link
Construct a 10' wide 0.86 mile multi-use trail on the south side of Main Ave from Sand Acres Dr. to Mid Valley Dr.
 - More recreation trips than transportation trips.
 - WisDOT determined that the project's eligibility is questionable based on the need to acquire right-of-way from ten different owners as well as other issues. The Village does not have an agreement with the property owners to sell the land to the Village.
 - Included in Village's Comprehensive Plan.

The Transportation Subcommittee is recommending the Allouez project receive full funding and the Village of Howard project receive the balance of the funding. This was acceptable to the Village of Howard. Not enough available to fund the Village of Ashwaubenon project.

The Transportation Subcommittee is recommending that the BCPC Board of Directors approve the Village of Allouez and Village of Howard projects.

Question asked if the Village of Howard has in writing from the two property owners that they will sell their land to the Village. L. Conard stated that the Village has letters from the property owners.

Question asked if the Village did not need to acquire the two parcels, would the project go from questionable to eligible or are there other issues as well? L. Conard explained that there are some environmental concerns, but the Village has assured staff that they can overcome those issues and complete the project in a timely manner.

A motion was made by F. Heitl and seconded by D. Wiese to approve the Brown County Planning Commission Transportation Subcommittee recommendations regarding Transportation Alternatives Program (TAP) applications. Motion carried.

5. Wisconsin Coastal Management Program 2016-2017 Grant Update – Inventory and Analysis of Brown County Marinas, Launches and Harbors for Watercraft Safe Refuge.

D. Yoder presented an overview of the Coastal Management Program via PowerPoint. D. Yoder explained that a Wisconsin Coastal Grant was applied for and received from the WI Dept. of Admin to study and inventory the existing launch, marina, and harbor facilities in the Bay of Green Bay and the Fox River, and to determine their adequacy and future needs to shelter small watercraft during a storm.

D. Yoder stated there is a survey available on-line to collect users' feedback on the facilities they use, the conditions and experiences they have received. D. Yoder will then analyze and compile the information and map the information on GIS.

D. Yoder stated that this study is funded by the Wisconsin Coastal Management Program and the National Oceanic and Atmospheric Administration, Office for Coastal Management.

Brief discussion on the study occurred.

A motion was made by M. Harris and seconded by G. Pahl to receive and place on file the Wisconsin Coastal Management Program 2016-2017 Grant Update – Inventory and Analysis of Brown County Marinas, Launches and Harbors for Watercraft Safe Refuge. Motion carried.

6. Brown County Planning Commission Board member reappointments update.

C. Lamine stated reappointment letters were sent out for members who are up for reappointment. C. Lamine stated that we need confirmation back from the municipalities of reappointment or appointment of a new board member.

7. Director's Report.

C. Lamine provided an update on the vacant positions within the department.

- Real Property Lister / Property Listing Division. Jim Wallen's last day was today. Retired after 31 years. In the process of recruiting for this position.
- Central Services Specialist /Property Listing Division. In the process of recruiting for this position.

- Planner I Housing. Completed interviews for this position. Offered position to one candidate, he declined. In process of doing background/reference checks on a second candidate.
- Planner I Transportation. In the process of recruiting for this position.

Best Wishes to Bill Clancy. Tonight is Bill's last Planning Commission meeting.

8. Brown County Planning Commission staff updates on work activities during the months of February & March 2018.

An update on the Southern Bridge was requested.

C. Runge stated that the Southern Bridge project is making progress. He stated that the project participants are currently focusing on completing a traffic analysis to see which of the remaining project alternatives will be able to adequately handle future estimated traffic volumes. The preliminary findings of the traffic analysis indicate that the only project alternative that will enable the street and highway system to adequately handle future traffic volumes is the alternative that includes a new Fox River bridge at Rockland and Red Maple/Southbridge Roads and a new Interstate 41 interchange at Southbridge Road.

A motion was made by G. Pahl and seconded by P. Schleinz to receive and place on file the staff updates. Motion carried.

9. Other matters.

None.

10. Adjourn

A motion was made by B. Clancy and seconded by G. Pahl to adjourn. Motion carried.

The meeting adjourned by 7:05 p.m.

**STAFF REPORT
TO THE
BROWN COUNTY PLANNING COMMISSION
April 4, 2018**

February & March 2018 Staff Activity Reports

The recent major planning activities of Chuck Lamine, Planning Director:

- Coordinated and attended the Brown County Planning Commission meeting February 7.
- Attended Economic Development Committee Department Head meetings with County Executive.
- STEM Innovation Center Building Project Management:
 - Several meetings with County Executive and various County representatives regarding development of the Brown County Research and Business Park and the STEM Innovation Center Building.
 - Attended several Design Programing Meetings as well as detail meetings with the building tenant groups.
 - Updated detailed task list and completion schedule with UW System, WisDOA-State Building Commission and County staff.
 - Worked with GEI Consultants for completion of Environmental Impact Assessment (EIA) Study report for the STEM Innovation Center project on the UWGB campus. Reviewed draft documents, provided additional data to GEI Consultants, and participated in Public Hearing meeting on February 15 which completed the EIA process.
 - Worked with Deputy Corporation Counsel on Land Lease documents.
 - Met with Somerville staff to discuss mechanical, electrical, and plumbing (MEP) design issues.
 - Met with Somerville staff to discuss data and information technology design issues.
 - Completed an alternatives analysis regarding costs and benefits of options for electrical connection to the building. Participated in several meetings to address and determine a selected alternative.
 - Evaluated a contract amendment for changes to scope for architecture and engineering services.
 - Met with building occupants to address space reduction opportunities.
 - Worked with UWGB and UW Extension staff regarding changes to instructional kitchen.
 - Reevaluated shared instructional space design.
 - Completed WPS application for building electrical connection.
 - Attended UWGB Press Conference announcing major donations from Richard Resch and WPS Foundation for STEM building and Mechanical Engineering program.
 - Several meetings with design team on site plan.
 - Doors and hardware design meeting.
 - Attended Planning, Development and Transportation Committee meeting March 26 to provide update on building design.
- CDBG Housing program:
 - Conducted recruitment and interviews for the Planner I – Housing position.

- Assisted the Planner I – Housing with 2017 grant administration for State CDBG Housing Rehabilitation program.
 - Assisted Planner I - Housing with project coordination.
- Coastal Management Grant Safe Harbor Study
 - Coordinated with new Senior Planner to renew efforts on the study.
 - Assisted Senior Planner with development of a stakeholder/user survey and project outreach.
 - Coordinated with Parks Manager and Senior Planner regarding potential boat ramp improvement opportunities.
- Town of Green Bay Marion Shrine Area Plan Study
 - Coordinated with Senior Planner and Town of Green Bay representatives.
- Attended the Brown County/City of Green Bay Stadium District meeting on February 19.
- Coordinated with Senior Land Use Planner regarding Sewer Service Area Plan amendments and Environmentally Sensitive Area (ESA) protection.
- Discussed the status of the Interstate Access Justification Report's (IAJR's) Engineering and Operations Analysis with Brown County's consultant (SRF), the Principal Transportation Planner, and WisDOT and FHWA staff.
- Conducted Planning and Land Services Department managers staff meetings and Planning Staff meetings.
- Attended several coordinating meetings to discuss implementation of the new land records computer system (LandNav) with PALS, Technical Services, and Treasurer's Office staff.
- Completed recruitment of Administrative Secretary position.
- Initiated recruitment for vacant Central Services Specialist (Property Listing), Real Property Lister and Planner I Transportation positions.
- Met with Planning, Human Services and Department of Administration staff to coordinate accounting for Wisconsin Specialized Transportation assistance program.
- Met with Property Listing staff to discuss staffing and table of organization issues.
- Met with Principal Planner and Village of Hobart President to discuss interchange at CTH VV and STH29 on March 28.
- Coordinated with Zoning staff on Shoreland Zoning Ordinance amendment.

The recent major planning activities of Cole Runge, Principal Transportation Planner:

- Developed an amended Notice of Intent (NOI) for the Southern Bridge Project EIS and sent it to the Federal Highway Administration (FHWA) for review.
- Developed the final amended Project Initiation Letter (PIL) for the Southern Bridge Project EIS and sent it to FHWA.
- Prepared for and participated in a teleconference with the County Planning Director and WisDOT staff to discuss information that needs to be included in the Southern Bridge Project Interchange Access Justification Report's (IAJR's) Preliminary Engineering and Operations Report.
- Prepared for and participated in a teleconference with the County Planning Director and WisDOT and FHWA staff to discuss information that needs to be included in the Southern Bridge Project IAJR's Preliminary Engineering and Operations Report.
- Prepared for and participated in meetings and other discussions with the Brown County Executive, County Planning Director, County Administration Director, and the County Public Works Department Director and Engineering Manager regarding the development of detailed cost estimates for the Southern Bridge Project.
- Began to develop a PowerPoint summary of the status of the Southern Bridge Project.

- Finished developing and getting signatures for the contracts with recipients of 2018 State Specialized Transportation Assistance Program (Section 85.21) funds.
- Collected and recorded ridership and financial data from the Section 85.21 Program funding recipients for January and February. Also collected reimbursement requests from the recipients for January and February and forwarded them to the PALS Administrative Coordinator for processing.
- Prepared for and participated in two meetings with the County Planning Director and representatives of the Brown County Administration Department and Brown County Human Services Department to discuss accounting procedures for the Section 85.21 Program.
- Formatted quarterly and annual report forms for the 2018 Section 85.21 Program. The quarterly and annual reports will be submitted to WisDOT.
- Discussed overnight parking programs that cities and states have implemented with the Brown County Tavern League President. Also sent him information about overnight parking programs that were implemented by the State of Colorado and City of Seattle.
- Developed a PowerPoint summary of the Brown County Oversized-Overweight (OSOW) and OSOW High Clearance Truck Route Study that I completed for the Port of Green Bay. I will present the PowerPoint summary at the 2018 Port Symposium in Green Bay.
- Reviewed comments from WisDOT Northeast Region staff regarding three applications that were submitted for Green Bay Urbanized Area Transportation Alternatives (TA) funds. Also spoke to WisDOT Northeast Region staff about the comments with the Senior Transportation Planner.
- Researched the jurisdiction of a section of Main Avenue in the City of De Pere at the request of city staff.
- Spoke to two TA funding applicants regarding WisDOT's comments about their TA funding applications.
- Worked with the Senior Transportation Planner to develop a report to the BCPC Transportation Subcommittee regarding staff recommendations for TA funding.
- Developed and distributed the agenda and information packet for a BCPC Transportation Subcommittee meeting. Also staffed the meeting with the Senior Transportation Planner, presented information at the meeting, and answered questions from the subcommittee members.
- Prepared for and participated in a meeting with the Senior Transportation Planner and the Mobility Coordinator of Brown County to discuss possible mobility management initiatives in 2018.
- Reviewed and commented on changes to the scope of the Green Bay Area Public School District/City of Green Bay Safe Routes to School - Bicycle and Pedestrian Plan that were proposed by the consultant selected for the project. Also met with other members of the consultant selection committee to discuss the proposed changes and develop a reply to the consultant.
- Reviewed proposed state legislation that would eliminate the prohibition of the use of condemnation to obtain land for sidewalks and on-street bicycle lanes. Also forwarded this information to the members of the BCPC Board of Directors and BCPC Transportation Subcommittee.
- Chaired the March meeting of the Brown County Transportation Coordinating Committee (TCC). Also presented information at the meeting and answered questions from the TCC members.

- Developed and sent a request to public works department directors in Brown County to be added to distribution lists for updates on the status of street and sidewalk projects. This request was in response to a discussion at the March Brown County TCC meeting about informing seniors and people with disabilities about where and when sidewalks and crosswalks will be inaccessible to them.
- Reviewed and commented on the Draft 2018 Green Bay Metro Annual Route Review.
- Reviewed and commented on draft chapters of the 2019-2023 Green Bay Metro Transit Development Plan (TDP).
- Discussed the status of WisDOT's efforts to identify a system of Critical Urban Freight Corridors throughout the state with WisDOT staff. Also discussed the approval status of WisDOT's Statewide Freight Plan with WisDOT staff.
- Completed the MPO's report and reimbursement request to WisDOT for the fourth quarter of 2017. Also prepared a transportation division expense report for the fourth quarter and submitted it to the Brown County Administration Department.
- Reviewed applications for the vacant Transportation Planner I position.
- Conducted two MPO staff meetings.

The recent major planning activities of Lisa Conard, Senior Transportation Planner:

- Began and completed collecting data and writing the *2018 Green Bay Metro – Annual Route Review and Analysis Report*. All of Metro's full service fixed routes, paratransit program, and other issues were examined.
- Began writing the *2019-2023 Green Bay Metro - Transit Development Plan* to be issued in 2018.
 - Continued to collect data.
 - Coordinated release of online interactive map and survey to collect public input for the TDP. Includes creating a Metro Rider Alert for posting on all buses, transportation center, Metro's website, Facebook page, and Twitter. Sent 200 notices to interested parties list.
 - Created frontline staff survey for Green Bay Metro drivers and dispatchers.
 - Met with Metro staff members.
- In conjunction with the Principal Planner, continued preparations for the current Transportation Alternatives Program (TAP) project solicitation and approval cycle. A total of \$996,616 in TAP funds is available to urbanized area projects through 2022. Received and reviewed three TAP applications.
 - Consulted with WisDOT staff regarding applications and eligibility status.
 - Consulted with WisDOT staff, applicants, and applicant's consultants regarding project detail.
 - Consulted with WisDOT Central Office staff regarding MPO final allocation.
 - Assisted in preparation of the staff report.
 - Prepared PowerPoint presented it to the Transportation Subcommittee on March 5th.
- Finalized report regarding the purchase and use of Green Bay Metro bus passes by the State of Wisconsin Department of Health Services (DHS) Non-Emergency Medical Transportation (NEMT) provider. The report was presented to the Brown County TCC in March.
- Collected and published the *2017 Obligated Transportation Projects for the Green Bay Urbanized Area* per federal regulations. Approximately \$79,600,000 in federal dollars were spent on surface transportation projects in the Green Bay urban area in 2017.

- Conducted research and provided Green Bay Metro with information for an update of the Title VI and LEP Plan.
- Participated in a teleconference with WisDOT staff regarding new processes for the Coordinated Plan and Transportation Plan (TIP).
- Worked with WisDOT Central Office staff regarding process for obtaining additional Federal Section 5310 funds for rural Brown County specialized transportation programming.
- Reviewed WisDOT's/FTA's new Transit Asset Management (TMA) requirement. Coordinated with WisDOT Central office staff regarding compliance process.
- Consulted with WisDOT staff regarding a project to be included in a future TIP amendment.
- Reviewed one production report issued by WisDOT regarding local STBG funded projects.
- Consulted and/or provided information to Metro staff regarding various service, compliance, and/or other issues.
- Documented select MPO procedures in Microsoft OneNote.
- Participated in the Mobility Management Program for Brown County Focus Group meeting on February 27.
- Participated in Green Bay Transit Commission meetings on February 21 and March 14.
- Participated in the Transportation Subcommittee meeting on March 5. Recorded and wrote minutes.
- Participated in the Brown County Transportation Coordinating Committee (TCC) meeting on March 12. Recorded and wrote minutes.
- Participated in MPO staff and BCPC staff meetings as necessary.

The recent major planning activities of Dan Teaters, Senior Planner:

- Town of Holland Comprehensive Plan Update
 - Presented Draft Chapters 4, 5, and 7
 - Completed Draft Chapters 2 & 6
- Certified Survey Maps (CSMs)
 - Began Review of 13 new CSMs
 - Completed review of 13 CSMs
 - Signed and filed 16 CSMs
 - Cursory review for City of De Pere and City of Green Bay
 - C of De Pere: 1
 - C of Green Bay: 2
- Plats
 - Preliminary Plats
 - Began review of 5 preliminary plats
 - Completed review of 3 preliminary plat
 - Final Plats
 - Began review of 2 final plat
 - Completed review of 1 final plats
 - City Plat Reviews
 - Reviewed 2 plats in the City of Green Bay and 2 plats in the City of De Pere pursuant to Wisconsin Statutes Sec. 236.12(2)(b)
- ESA Amendments
 - Completed 1 ESA Plan Corrections
 - Completed 0 Minor ESA Amendment

- 1 site visit to assess ESA conditions
 - Uploaded 1 ESA amendments to WDNR SWIMS account
- Sewer Service Area Amendments (SSA)
 - Began review of 1 SSA – T of Lawrence
- Farmland Preservation Plan Amendment
 - Attended T of Wrightstown Planning Commission Meeting to answer Farmland Preservation Program questions.
 - Reviewed changes to V of Hobart Zoning for consistency with the BC Farmland Preservation Plan
- Water Quality Management (WQM) Letter
 - Completed 9 reviews/letters
- WDNR Water Quality Grant
 - Confirmed grant allocation for 2018
- Assisted 84 members of the public or local communities with inquiries related to Farmland Preservation, zoning, natural resources, and/or land division questions.
- Provided additional planning services and ESA related duties, including advice on inquiries related to potential major and minor ESA amendments, identification of ESA violations, and assisting the public regarding allowed and restricted uses within an ESA buffer.
- Attended Town of Holland Town Board Meeting 2/5/18
- Attended Town of Wrightstown Planning Commission Meeting 3/5/18
- Presented to the GBPSD Boundary Subcommittee future growth patterns in eastern Brown County 3/7/18
- Attended the Wisconsin Land Information Association Annual Conference 3/8/18 & 3/9/18
- Met with Highway Dept. to discuss the MS4 Permit submittal 3/14/18
- Attended the NE WI Surveyors workshop on floodplain and shoreland zoning 3/23/18
- Attended staff meetings 12/7/17, 12/21/17, 1/25/18

The recent major planning activities of Devin Yoder, Senior Planner:

Safe Harbors Study

- Completed survey to distribute.
- Posted survey online for input.
- Assisted respondents in troubleshooting problems.
- Reached out to different groups that may have an interest in completing the survey.
- Provided information and answered questions about the project to survey respondents.
- Attended Green Bay Walleyes for Tomorrow banquet on March 9th to talk about the survey for the facilities inventory.
- Continued to assist people with questions about the survey and the Coastal Management Grant.
- Requested grant extension through the second quarter of 2018 (April-Jun), with anticipated project completion at the end of June.

Town of Wrightstown Comp Plan

- Rescheduled status update meeting at Town Planning Commission meeting beginning on March 5th.
- Reviewed chapters already completed – Chapters 1, 4, and 5.

- Resumed writing Chapter 7 - Agricultural, Natural, and Cultural Resources, and updated GIS maps.
- Met with Town Planning Commission on March 5th to review current project status
 - Staff will refresh PC on Chapters 1, 4, and 5, and present Chapter 7 to April meeting.
- Continued writing Chapter 7 and revising maps.
- Updated Chapters 1 and 4 to include most current available demographics.

Town of Green Bay Area Development Plan

- Attended Town Board meeting on February 13 to introduce staff, and to review project scope with the Town Board.
- Scheduled first project meeting.
- Held BCPC staff meeting to discuss current project status.
- Reviewed town zoning code and recent development history.
- Drafted Citizen Participation Plan for adoption prior to first working meeting.
- Drafted announcement for the first meeting on March 21st.
- Facilitated first meeting on March 21st with interested town members.
 - Led exercise to have the group map their idea of the study area.
 - Reviewed existing land use conditions, comprehensive plan goals and objectives as they apply to the comprehensive plan amendment for the shrine area.

General Planning/Local Assistance

- Trained with other staff on reviewing and approving CSMs and subdivision plats.
- Attended regular BCPC staff meetings.

The recent major planning activities of Todd Mead, Senior Housing Planner:

- With Planning Director participated in recruitment and interviews for the vacant Planner I Housing position.
- Prepared and ordered four (4) interim site inspections for Northeastern Wisconsin Community Development Block Grant (CDBG) Housing Loan Program clients.
- Prepared and ordered one (1) interim site inspection for a Brown County Revolving Loan Fund (RLF) Housing Program client.
- Prepared and ordered three (3) housing quality standards (HQS) inspections for CDBG clients.
- Prepared and ordered two (2) final site inspections for CDBG clients.
- Prepared and ordered one (1) final site inspection for a RLF client.
- Prepared and ordered one (1) lead-based paint assessment for a CDBG client.
- Prepared and ordered one (1) lead-based paint clearance for a CDBG client.
- Prepared and ordered one (1) lead-based paint clearance for a Brown Co RLF client.
- Met with seven (7) CDBG clients and the contractors to prepare them for their future rehabilitation projects.
- Opened four (4) new CDBG applications.
- Denied one (1) CDBG application.
- Prepared and closed nine (9) CDBG Housing Rehabilitation Loans.
- Prepared five (5) CDBG Environmental Reviews.
- Prepared and corresponded with three (3) bid documents to CDBG applicants for future rehab projects.
- Reviewed and prepared one (1) mortgage amendment for an existing CDBG client due to project final changes.

- Reviewed and approved two (2) subordinations for existing CDBG clients.
- Reviewed and prepared four (4) mortgage loan satisfactions for existing CDBG clients due to project change orders.
- Attended staff meetings.
- Prepared, attended, and presented at a homebuyer workshop organized/presented by Lakeshore CAP.
- Continued to work on new and existing applicant files from Northeastern Wisconsin CDBG counties.
- Continued to work on new and existing applicant files from Brown County RLF Program.
- Continued general outreach and marketing efforts for our RLF and CDBG-Housing Loan Programs.
- Worked, prepared and followed up with yearly RLF and CDBG residency letters.

The recent major planning activities of Jeff DuMez, GIS/Land Records Coordinator:

- Continued to assisting Public Safety Communications (PSC) with the 911 Computer Aided Dispatch project, addressing & street issues, and other tasks. Weekly conference calls. Met with PSC staff and Securus (vendor) for three days in early March. This large project consumed most of my time in February & March.
- Imported addresses from WPS, analyzed them to remove duplicates and import addresses that were missing from the county's database.
- Continued to participate in the Land Records System upgrade project. Participated in meetings as needed.
- Met with Land & Water Conservation Department staff to discuss GIS projects.
- Continued to prepare for the 2020 US Census "LUCA" program (Local Update of Census Addresses).
- Assisted Tech Services with installations of software on the GIS servers.
- Participated in meetings with the Technology Steering Committee.
- Made edits to the GIS database (new subdivisions, street additions/vacations, annexation, addressing, navigability determinations, environmentally sensitive areas, etc.).
- Provided GIS information for various county departments as needed.
- Provided GIS data or other services for private businesses, local governments, state and federal agencies.
- Assisted many other people with miscellaneous service, data, and training requests.
- Attended staff meetings as needed.

The recent major planning activities of Ker Vang, Planner I (GIS/Transportation):

- Assigned five addresses in the Town of Green Bay and an address in the Town of Pittsfield.
- Created a map identifying traffic lights along county highways and a map identifying roundabouts along county highways.
- Updated Green Bay Metro Full Service Route map for the Metro Route Review report.
- Transit Development Plan
 - Launched an online interactive exercise map and an online survey in the month of February to get public input on the Green Bay Metro Full Service Routes.

- Generated results from the online map exercise into excel format. Assigned address location for some public comments. Created a map showing all public input responses.
 - Analyzed and generated results from the online survey for the senior transportation planner.
- Created a story map online for the 2018-2022 Transportation Improvement Program report.
- Continue to update bus stop data (signage, shelter, sidewalk, ADA accessibility, lighting, Active, etc.).
- Continue to collect data for the Green Bay Metropolitan Area Transportation System Performance Measures report.
 - Created a map identifying bridges with a sufficiency rating of less than 50 percent in the Green Bay Metropolitan Planning Area.
 - Analyzed 2017 vessel movement data for all three downtown bridges.
 - Reviewed and updated traffic light signal data.
 - Inventoried curb extension throughout the Metropolitan Planning Area and Brown County communities.
 - Created a template presentation using ArcGIS online story map.
- Provided shapefile data of Green Bay Metro Full Service Routes to a staff at Bay-Lake Regional Planning Commission.
- Curative Connections
 - Created a map showing trip origins for Curative Connections transportation program participants.
 - Created a map showing Curative Connections transportation service areas prior to 2017.
- Created four maps by geocoding addresses for the Aging and Disability Resource Center of Brown County.
- Calculated population density within 1 mile and 5 miles radius from the intersection of STH 29 and CTH C, and intersection of I41 and Southbridge Rd/Orange Ln.
- Participated in the Greater Green Bay Active Communities Alliance bimonthly meeting on February 7, 2018.
- Watched the webinar, "Road Diet V2.0 – Road Diet with Roundabouts" on 3/5/18.
- Watched the webinar, "Bike-Ped Portal - National Bicycle and Pedestrian Count Archive" on 3/7/18.
- Participated in PALS staff meetings monthly.